

City Charter

Sec. 5. Government Administration.

(d) Procurement Services. There shall be a central purchasing system for the City covering the purchase of all supplies, materials, equipment and other commodities required. In order to advance the provisions of this Charter, the Council shall establish by Ordinance the rules and regulations governing the operation of said central purchasing system in a manner consistent with the General Statutes, this Charter, Ordinance and standards established by organizations such as the National Institute of Governmental Purchasing and the National Association of State Purchasing Officials as well as the Model Procurement Code and Ordinances prepared by the American Bar Association. Any provisions referring to purchasing inconsistent with the terms of this section referred to elsewhere in this Charter are hereby expressly repealed. The Council shall, by Ordinance, establish the rules and regulations governing the purchasing process for the City, including, but not limited to, the role and responsibilities of the Purchasing Agent, competitive bidding requirements, standards for contracts for public works and improvements and accounting control of purchases and contracts, provided that the Council shall require competitive bids for purchases in excess of \$25,000.00. Nothing in this Charter shall prevent the City or any of its agencies or departments from participating in any joint purchasing program administered by the State of Connecticut, the Capitol Region Council of Governments, the Connecticut Conference of Municipalities, the Connecticut Association of Boards of Education or any other public agency, including another municipality or municipalities, or other nonprofit organization the members of which are public bodies. Purchasing Agent. The head of the central purchasing system shall be the Chief Operating Officer or designee who, pursuant to rules and regulations established by Ordinance, shall contract for and purchase all supplies, materials, equipment and contractual services required by any department, office or agency of the City government including the Board of Education. With respect to said Board of Education, the Purchasing Agent shall be required to take advantage of incentives, cooperative agreements and consortiums generally available to boards of education in order to expedite the acquisition of goods and services for said Board to meet the curriculum and scheduling requirements of the Board, upon reasonable notice by the Board. The rules governing purchasing and procurement, including a definition of "reasonable notice" shall be set forth by Ordinance. The Purchasing Agent shall be responsible for the efficiency, discipline and good conduct of the system.